

Program: FLAS Institution: Project: Award #: Project Director: World Area:	Grant Start Date: Grant End Date: Final Report Due Date: Amount: \$	Report: Start Date: End Date: Due Date: Submit Date: AY Amount: \$ Summer Amount: \$ Total: \$
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Project Info	Add User	Select, View, Submit Reports	Language Request	Overseas Request	TARs	Fellow Admin	Selection Processes	Priorities	Budget
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Project Information

Review and edit the project information and contact information for the project director. To change the name or email of your project director, contact your program officer for assistance.

* Required fields

Name:

Title:

Street:

Street 2:

City:

State:

Postal code:

Phone:

Fax:

Email:

Web address:

Home institution:

Project title:

World area:

Program officer:

Approved Languages

Countries and disciplines are populated from your fellows' information.

Countries *

Save

Save and Continue

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		Total: \$

Additional Users

To add a user with permission to edit reports for this project, enter the person's first name, last name and email address. The system will email login information to each added user.

To remove a user, clear the fields and click "Save."

* Required fields

First Name *	Last Name *	Title	Phone	Email *	
					€ FLAS coordinator
					b FLAS coordinator
					€ FLAS coordinator
					€ FLAS coordinator
					€ FLAS coordinator

Save

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Language Requests

Create a language request for each fellow whose language is not on your approved language list. You can make requests for one-time approvals to have the language approved for this fellowship period only or you can request to have the language approved for the remainder of the grant cycle.

* Required fields

Fellow name:

*
First name Last name

Language:

*

Level:

*

Request this language approval:

* ☐ One-time (AY only)
☐ Remainder of the grant cycle

Supporting materials:
(Including instructor's CV)

*

Press the "Browse..." button to to attach a file. When prompted, locate and select the file to upload.

Explanation of request: * (limit 2,000 characters)

Save and Add Another Request

Save and Return to List

Submit to IEPS

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Overseas Program Requests

Create an overseas program request for each fellow attending an overseas program during the fellowship period. If you have more than one fellow attending the same program, you can click the "Save [or Submit to IEPS] and Add Another Request for the same Program" button. If you click one of these buttons, a new record will display with all fields pre-populated except the fellow's name.

* Required fields

Fellow name: *
First name Last name

Language: *
(Only your approved languages appear in this dropdown. Use the [Language Request](#) screen to request an additional language.)

Level: *

Number of weeks: *

Total number of hours: *

Country: *

Additional countries: (if applicable)
Afghanistan
Albania
Algeria
American Samoa

Note: Either upload a program brochure or enter the URL for the program website.

Program brochure:
Press the "Browse..." button to attach a file. When prompted, locate and select the file to upload.

Program website:

Departure date: * (all dates in mm/dd/yyyy format)

Return date: *

Program start date: *

Program end date: *

Explanation of request: * (limit 2,000 characters)

[Save and Return to List](#)

[Save and Add Another Request for the same Program](#)

[Submit to IEPS](#)

[Submit to IEPS and Add Another Request for the same Program](#)

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International Travel Approval Request

Enter the Travel Approval Request (TAR) information for each grant-funded participant traveling either to or from the U.S. or in-country.

* Required fields

Group or individual: 0 FLAS

* ☐ Group ☐ Individual
(If there is more than one participant, elaborate in the "Purpose of travel explanation.")

Number of participant(s):

*

Participant name(s):
(limit 500 characters)

*

Travel to or from U.S.:

* ☐ To ☐ From U.S.

Title VI FLAS funds used for travel:

* ☐ In-Country ☐ International

Type of participant:

*

Purpose of travel:

*

Purpose of travel explanation: * (limit 2,000 characters)

(Provide a brief explanation of the purpose of travel. If the purpose is research, show relevance to program activities. Provide a justification for the travel relating it to the scope of the work. Indicate whether this funding was in the original approved budget.)

Discipline / Field(s):

Select all that apply
Accounting
Agriculture
Anthropology
Archaeology
Architecture/urban and regional planning

Country(ies):

* (For travel to the U.S., select the country the participant is traveling from.)

Title VI FLAS funds to be expended: * \$

Explanation of Title VI FLAS funds to be expended: * (limit 2,000 characters)

(Provide a detailed itemized breakout of the Title VI FLAS funds to be expended, e.g., lodging, per diem, travel. Clearly explain all expenditures.)

Departure date: * (mm/dd/yyyy)

Return date: * (mm/dd/yyyy)

Comments: (limit 1,000 characters)

Participant's Departure Itinerary (Required for international travel)

Departure Date (mm/dd/yyyy)	From City	From State or Country	Arrival Date (mm/dd/yyyy)	To City	To State or Country	Airline and Flight Number

Participant's Return Itinerary

Departure Date (mm/dd/yyyy)	From City	From State or Country	Arrival Date (mm/dd/yyyy)	To City	To State or Country	Airline and Flight Number

Save and Add Another TAR

Save and Return to List

Submit to IEPS



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Add a Fellow to your report

Enter information for each fellowship awarded. This should be done as early as possible in the grant period.

Only languages for which the grant is approved appear in the "Award language" dropdown.
Use the [Language Request](#) screen to request a language that is not approved for this award.

* Required fields

Fellow name:

*	<input type="text"/>	<input type="text"/>
	First name	Last name

Email:

*	<input type="text"/>
---	----------------------

Award language:

*	<input type="text" value="Select one"/>
	(Only the approved languages for the grant appear on this dropdown.)

Language level:

*	<input type="text" value="Select one"/>
---	---

Course title:

(limit 200 characters and spaces)

Degree program enrolled in when fellowship awarded: ☐ Master's ☐ Doctorate ☐ Master's / PhD

Major / Discipline:

*	<input type="text" value="Select one"/>
---	---

Degree program:

<input type="text" value="Select one"/>

Fellowship program name:

*	<input type="text"/>
---	----------------------

Study site:

*	<input type="text" value="Select one"/>
---	---

Other:

Location:

*	<input type="radio"/> U.S. <input type="radio"/> Overseas <input type="radio"/> Both
---	--

Country of destination:

<input type="text" value="Select one"/>

Stipend:

*	\$ <input type="text" value="0"/>
---	-----------------------------------

Tuition and fees:

*	\$ <input type="text" value="0"/>
---	-----------------------------------

Total Title VI FLAS grant funds:

\$ <input type="text" value="0"/>	(Tuition and fees + stipend)
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University contribution-tuition and fees:

\$ <input type="text" value="0"/>

University contribution-stipend:

\$ <input type="text" value="0"/>

Total university contribution:

\$ <input type="text" value="0"/>	(Tuition and fees + stipend)
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Is this award for the Fulbright-Hays Group Projects Abroad program? ☐ Yes ☐ No

Is this fellowship for language or area studies: ☐ Coursework **or** ☐ Dissertation research

Comments: (limit 1,000 characters and spaces)

Dissertation Research

If the purpose of the fellowship is dissertation research, provide the following information. When you click Save, an email will be sent to your program officer to notify them of your request for a dissertation research fellowship.

Organization affiliation(s):
(limit 500 characters and spaces)

Individual affiliation(s):
(limit 500 characters and spaces)

Advisor name:

Advisor email:

Dissertation research topic:

Methodology:
(limit 2,000 characters and spaces)

Proposed research dates: From

to

(mm/dd/yyyy)

Visa status:

☐ Issued ☐ Not applicable

Visa issued date:

Research permission status:

☐ Received ☐ Not applicable

Research permission issued date:


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[Save and Add a Fellow](#)

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IEPS



IRIS

INTERNATIONAL EDUCATION PROGRAMS SERVICE

INTERNATIONAL RESOURCE INFORMATION SYSTEM

Program:

FLAS

Institution:

Project:

Award #:

Project Director:

World Area:

Grant Start Date:

Grant End Date:

Final Report Due Date:

Amount:\$

Report:

Start Date:

End Date:

Due Date:

Submit Date:

AY Amount:\$

Summer Amount:\$

Total:\$

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Language Request

Overseas Request

TARs

Fellow Admin

Selection Processes

Priorities

Budget

Addendum

Please indicate any changes to the selection processes.

Required field

(limit 4,000 characters and spaces)

SaveSave and Continue

Selection Processes from Interim Report

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Priorities

Describe any activities that took place during the current reporting period which address the competitive priorities of the program. Indicate if grant funds were used to support the activities. To view a list of the relevant competitive priorities, click [here](#).

Required field

(limit 4,000 characters and spaces)

Save

Save and Continue

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AY Budget

Enter the funds received from or given to other institutions during the current reporting period.

* Required fields

AY Allocation:	\$
Total AY FLAS funds awarded to Final fellows: (Tuition + Stipend)	\$0
Total AY FLAS funds received from other institutions/programs:	\$ <input type="text"/>
Total AY FLAS funds given to other institutions/programs:	\$ <input type="text"/>
Unexpended AY FLAS grant funds: (Allocation - funds awarded to fellows + funds received - funds given)	\$ <input type="text"/>
Comments: (limit 1,000 characters and spaces)	

Budget attachment: * Excel spreadsheet only. Attach a spreadsheet with detailed budget information.

(Click the "Browse..." button to attach an electronic copy of the project budget. When prompted, locate and select the budget file. Only one spreadsheet may be attached to this report. Uploading a document replaces the document previously attached.)

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